



STATE OF IDAHO
invites applications for the position of:

GIS Field Technician

SALARY: \$18.48 Hourly
DEPARTMENT: Division of Military
OPENING DATE: 03/12/21
CLOSING DATE: 03/25/21 04:30 PM
DESCRIPTION:

STATE OF IDAHO
MILITARY DIVISION
Human Resource Office (HRO)
State Personnel Branch
4794 General Manning Avenue, Building 442
Boise, ID 83705-8112
Telephone: (208) 801-4273/4272

STATE VACANCY ANNOUNCEMENT

Registers established from this announcement may remain valid up to one year to fill vacancies.

ANNOUNCEMENT NUMBER:	21-23-N-TEMP
AREA OF CONSIDERATION:	Open to all applicants
POSITION TITLE:	GIS Field Technician (<i>2 temporary positions available</i>)
PAY GRADE:	NGA-6
POSITION CONTROL NUMBERS:	TBD
CLASS CODE:	95000
SALARY:	\$18.48 hourly
FLSA CODE:	Professional Exempt
DUTY LOCATION:	Military Division, Idaho Army National Guard (IDARNG), Construction and Facilities Management Office (CFMO), Environmental Management Office (EMO), Gowen Field, Boise, ID
TYPE OF POSITION:	Civilian Nonclassified; Temporary (Seasonal); No Benefits; Not to exceed 17 September 2021
COMPATIBLE MILITARY FIELD:	Not Applicable

JOB TITLE: GEOGRAPHIC INFORMATION SYSTEM (GIS) FIELD TECHNICIAN
POSITION CONTROL NUMBER: TEMPORARY GROUP POSITION
CLASS CODE NUMBER: 95000
SALARY GRADE: NGA-6

INTRODUCTION: This position is located in the Construction and Facilities Management Office (CFMO), Environmental Management Office (EMO), Idaho Army National Guard (IDARNG), functioning within the State of Idaho – Military Division. The primary purpose of this position is to provide support to the GIS Program Manager in the collection and processing of geospatial information on Idaho Army National Guard (ARNG) training lands. Appointment is projected for one summer field season and may involve irregular hours worked on weekends and/or evenings.

EXAMPLE OF DUTIES:

DUTIES AND RESPONSIBILITIES:

1. Works as team member. Under supervision collects or creates geospatial data using a variety of techniques as assigned. Properly documents and records field data collection and in-office data creation. Processes data as assigned to meet project requirements using a variety of geospatial software. Ensures field data is downloaded and cued for processing. Ensures electronic and other field equipment is properly cared for and that safety procedures are followed.
2. Uses global positioning system (GPS) hardware and software to collect and process GIS data.
3. Uses hand-held computers, cameras, compasses, maps and other field equipment to meet mission needs. Cleans and maintains field equipment as required.
4. Creates geospatial data from imagery and other sources as assigned. Supports UAV data collection as ground-crew member.
5. Uses ArcGIS ArcMap and ArcPro as well as other spatial software to process and complete the creation of geospatial data. Updates geodatabases as necessary. Cleans and organizes spatial data as assigned. Keys in source data entry as necessary. Ensures accuracy of data entered.
6. Drives standard and automatic transmission 4-x-4 vehicles on rough uneven roads or in rugged desert terrain.
7. Works effectively with co-workers and other military and civilian personnel.
8. Performs other related duties as necessary or assigned.

SUPERVISORY CONTROLS: Work is performed under the direct supervision of the GIS Manager in the Construction and Facilities Management Office (CFMO), Environmental Management Office (EMO), Idaho Army National Guard (IDARNG). The employee independently works on assignments with oversight and review of deliverables by supervisor. The employee is expected to use good judgement to adjustments as needed to accommodate minor deviations based on knowledge and experience. Unfamiliar or unusually difficult situations or problems should be referred to a senior GIS analyst for support and or direction from the supervisor.

PERSONAL WORK CONTACTS: The incumbent comes into contact with environmental personnel and other employees of the Idaho Military Division/Idaho National Guard, as well as employees of other agencies or groups who perform field investigations on National Guard training lands or are involved in the local geospatial community.

WORKING CONDITIONS / PHYSICAL EFFORT: Approximately 75% of the work requires outdoor exposure in all types of weather, day or night, while the other 25% of the work is sedentary and performed indoors. Field work activity requires the ability to work long hours; work in hot summer or cold winter conditions; requires some physical exertion; driving, walking and climbing over rough, rocky terrain; standing, stooping, reaching, and the occasional lifting of items as heavy as 50 pounds. The incumbent is expected to walk more than one half mile over

uneven terrain in hot and or cold desert conditions. While in the field, incumbent is exposed to dangers associated with working within an active or inactive National Guard Training Site or other National Guard Installation.

FLSA Overtime Code: P (Professional Exempt; straight time)

EEOC: B06 (Paraprofessional)

WCC: 7720

MARCH 2020

MINIMUM QUALIFICATIONS:

QUALIFICATION REQUIREMENTS

Mandatory Requirements (conditions of employment)

Must have and maintain a current and unrestricted State issued driver's license.

Must submit to and be able to pass a State background check, and maintain the level of security clearance necessary for access to the base, facilities and training lands where assigned work occurs.

Coursework in the fields of Geosciences, Natural Resources, Cultural Resources or other related field; **OR** be in the process of obtaining a GIS Certification. *(Preference is given to candidates with extensive applicable experience with Environmental Systems Research Institute's (ESRI) ArcGIS ArcPro software.)*

Must be able to drive a 4-X-4 vehicle on rough and uneven roads and change a tire unaided.

Must be able to work in hot dry conditions for extended periods, walk over rough or uneven terrain for long distances, and lift objects weighing up to 50 pounds.

Knowledge, Skills and Abilities (KSAs)

Applicants must have 6-months of a combination of education, training and/or specialized experience performing related duties as specified below.

Knowledge and experience in performing data collection and processing tasks.

Knowledge in the use of Environmental Systems Research Institute's (ESRI) ArcGIS, ArcMAP or ArcPro software.

Knowledge of map displays which visually communicate information effectively.

Knowledge of the Great Basin Desert ecosystem, habitat relationships, perturbation impacts, and the management of natural resource database.

Knowledge in the operation of Microsoft Windows platforms.

Experience in the use of a global positioning system and the downloading of information into a GIS system.

Ability to communicate in a clear, concise manner and work with others in both a field and office environment.

CONDITIONS OF EMPLOYMENT:

- a. Each person hired will be required to provide verification of eligibility to work in the United States and may be subject to a criminal background check.
- b. Refer to the position description for the Mandatory Requirements for this position.

c. The State of Idaho, Military Division is an Equal Opportunity employer. Selection for this position will be made without regard to race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), genetic information, political affiliation, marital status, and disability or age (which does not interfere with job accomplishment or job eligibility based upon the position description Mandatory Requirements). Appropriate consideration shall be given to veterans in accordance with applicable state and federal laws and regulations.

PERSONNEL MANAGER CERTIFICATION: The title, series, grade, duties and responsibilities are complete and accurate as written and a current or projected vacancy exists as advertised.

Gloria A. Duncan
Supervisory Human Resource
Specialist
Military Division – State Personnel
Branch

SUPPLEMENTAL INFORMATION:

If you are unable to apply online, please contact the HRO office by phone 208-801-4273/4272 or email hrobypass@imd.idaho.gov.

Thank you for your interest in employment with the Idaho Military Division.

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.governmentjobs.com/careers/idaho>

Position #21-23-N-TEMP
GIS FIELD TECHNICIAN
GD

304 North 8th Street
Boise, ID 83720

idhr@dhr.idaho.gov

GIS Field Technician Supplemental Questionnaire

- * 1. Mandatory Requirement: Must submit to and be able to pass a State background check, and maintain the level of security clearance necessary for access to the base, facilities and training lands where assigned work occurs.

Provide written response regarding your eligibility, willingness and ability to meet this condition of employment.

- * 2. Mandatory Requirement: Coursework in the fields of Geosciences, Natural Resources, Cultural Resources or other related field; **OR** be in the process of obtaining a GIS Certification. (*Preference is given to candidates with extensive applicable experience with Environmental Systems Research Institute's (ESRI) ArcGIS ArcPro software.*)

*Provide written response how you meet this condition of employment. *If you have*

related coursework, please identify and provide a copy of your unofficial transcript with your application.

- * 3. Mandatory Requirement: Must be able to drive a 4-X-4 vehicle on rough and uneven roads and change a tire unaided.

Provide written response describing your experience.

- * 4. Mandatory Requirement: Must be able to work in hot dry conditions for extended periods, walk over rough or uneven terrain for long distances, and lift objects weighing up to 50 pounds.

Provide written response regarding your eligibility, willingness and ability to meet this condition of employment.

- * 5. **KSA:** Knowledge and experience in performing data collection and processing tasks.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, training, education/coursework etc.*

- * 6. **KSA:** Knowledge in the use of Environmental Systems Research Institute's (ESRI) ArcGIS, ArcMAP or ArcPro software.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, training, education/coursework etc.*

- * 7. **KSA:** Knowledge of map displays which visually communicate information effectively.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, training, education/coursework etc.*

- * 8. **KSA:** Knowledge of the Great Basin Desert ecosystem, habitat relationships, perturbation impacts, and the management of natural resource database.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include*

specific examples of job duties performed, responsibilities, training, education/coursework etc.

- * 9. **KSA:** Knowledge in the operation of Microsoft Windows platforms.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, training, education/coursework etc.*

- * 10. **KSA:** Experience in the use of a global positioning system and the downloading of information into a GIS system.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, training, education/coursework etc.*

- * 11. **KSA:** Ability to communicate in a clear, concise manner and work with others in both a field and office environment.

Provide detailed written response describing a combination of education, training and/or specialized experience performing related duties to demonstrate that you meet the minimum **6-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, training, education/coursework etc.*

- * 12. Unqualified or incomplete applicant packets will not be forwarded.
Do you certify you attached any supporting/required documentation and given detailed written responses with your application packet before submitting?

☐ Yes ☐ No

- * 13. Do you certify that all of the information and attached documents to this application are true, correct, complete and made in good faith? (This will constitute your official signature.)

☐ Yes ☐ No

- * Required Question